

SITUATION REPORT

The jurisdiction of
Situation Report No:

Incident No.:

Date:

Time:

To: N.D. Department of Emergency Services
Division of Homeland Security
P.O. Box 5511
Bismarck, ND 58506-5511
PHONE – 701-328-8100
FAX – 701-328-8181
EMAIL – nddes@state.nd.us

1. **SITUATION or INCIDENT:** Type of emergency/disaster, location. (Give succinct summary of activity leading up to the emergency/disaster).
2. **WEATHER SUMMARY:** Weather conditions at the time of the situation, if necessary.
3. **DEATH AND INJURIES:** Total deaths to date, total injuries to date – including location of the deaths/injuries, where practical.
4. **DAMAGES:** Type, extent and impact of property damage, especially how this directly affects people. (e.g., damage to housing, food supplies, medical resources, and water and sewage service). Also include special damage problems that may impact on vital services, such as damage to key utilities, communication facilities, medical resources, major military or major transportation facilities. (e.g., major highways, bridges, rail routes, and airports). Indicate any additional damage potential as a result of the emergency.
5. **RESOURCES COMMITTED:** List local, tribal, private, state, and federal resources committed. This includes use of personnel and equipment, shelter supplies, engineering equipment, etc.

LOCAL:

PRIVATE:

STATE:

FEDERAL:
6. **MAJOR ACTIONS (PUBLIC/PRIVATE):** Major actions such as declaration of emergency/disaster, requests for assistance, public announcements or instructions, warning, activation of EOC/emergency operations plan, evacuation, rescue.

Name all state and federal agencies providing assistance; include mutual aid resources and private sector resources from outside jurisdictions.

Indicate actions taken and/or general assistance provided by individuals, non-profit organizations or any other type of volunteer groups. (i.e. American Red Cross, Salvation Army, church groups, etc...) Include information such as number of meals served, number of individuals sheltered, etc...

7. REQUESTS FOR ASSISTANCE: List all requests for additional support. Do not send a request stating "Send all available help." These requests should be specific (i.e. nine-15KW gas powered generators or three- 5-yard front end loaders). The name and position of the person making the request should also be included. NDDES will view this as a formal request and will act accordingly.
8. OTHER INFORMATION: Other data and remarks not covered above.

SIGNED

(Name)

(Title)